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May 6, 2003

Federal Election Commission
 Attn: Maureen Benitz, Campaign Finance Analyst
 Reports Analysis Division
 999 E Street, N.W.
 Washington, DC 20463

Identification Number: C00034785

Dear Ms. Benitz:

We are writing to inform the Federal Election Commission of a change in the Treasurer position for the ACA International Political Action Committee (ACPAC) that became effective May 1, 2003. ACPAC's FEC identification number is #C00034785.

As of May 1, 2003, Rozanne Andersen, has been designated as the new ACPAC Treasurer. Jenifer Leon has been designated as Assistant Treasurer for ACPAC.

Thank you for your attention to this matter.

Sincerely,

Rozanne M. Andersen
 Rozanne Andersen
 Treasurer

Jenifer Leon
 Jenifer Leon
 Assistant Treasurer

ACA International's Political Action Committee

A copy of our return is filed with the Federal Election Commission and is available for purchase from the FEC, Washington, D.C. 20463.

Mailing Address: ACA International • P.O. Box 390104 • Minneapolis, MN 55439-0104 • Tel. (651) 926-6547 • Fax (651) 926-1624



May 6, 2003

Federal Election Commission
 Attn: Maureen Bonitz, Campaign Finance Analyst
 Reports Analysis Division
 999 E Street, N.W.
 Washington, DC 20463

Identification Number: C00034785

Reference: July Quarterly Report (4/1/02 - 6/30/02)

Dear Ms. Bonitz:

This letter is in response to the Federal Election Commission's April 16, 2003, letter questioning certain information contained in the July Quarterly report, which indicated that one or more contributions to candidates for the primary election were made after the election date.

In reviewing our records and the July Quarterly report, we have identified two contributions that were made and inadvertently designated for the primary election after the election date. Two checks were written (checks #1474 and #1475), each for \$1,000.00, on May 21, 2002 to the Oxley for Congress campaign, designated for the primary election.

Our bank records show that the first check (#1474) was never cashed. We have initiated stop payment action with our bank on this check, and will forward written documentation of this action as soon as we receive it from our bank. In addition, we will show this action on our next report due to be filed with the FEC (the Mid-Year Report, 2003).

With regards to check #1475, written communication was sent to Ms. Jody O'Brien, Treasurer for the Oxley for Congress campaign, requesting a refund of the \$1,000. Enclosed is a copy of that letter and documentation of its posting by certified mail. When we have received the refund, that information will be reflected on our next FEC report filing. We anticipate having the refund for inclusion on ACPAC's 2003 Mid-Year Report to be disclosed on Schedule A.

We apologize for the delay in responding to the Commission and hope this information is thoroughly responsive to your question. ACPAC regrets the error and is adjusting its policies and procedures to ensure this mistake does not occur in the future.

Sincerely,

Rozanne M. Andersen

Rozanne M. Andersen
 Treasurer

Jenifer Loos
 Jenifer Loos
 Assistant Treasurer

Enclosure

ACA International's Political Action Committee

A copy of our report is filed with the Federal Election Commission and is available for purchase from us. 751, Washington, D.C. 20463

Mailing Address: ACA International • P.O. Box 390106 • Minneapolis, MN 55439-0106 • Tel. (952) 926-6547 • Fax (952) 926-1624



May 2, 2003

Ms. Jody O'Brien, Treasurer
Oxley for Congress
P.O. Box 2004
Findlay, OH 45839

Dear Ms. O'Brien,

It has come to my attention that a contribution by ACPAC (ACA International Political Action Committee) to Congressman Oxley's campaign committee for the 2002 primary election was inadvertently disbursed after the primary election was held (check #1475 for \$1,000 dated May 21, 2002). Pursuant to federal election law, ACPAC must provide written authorization for redesignation of the contribution within 60 days of your receipt of the check. Unfortunately, redesignation of the contribution did not occur within the time period prescribed under federal election law. Therefore, we must obtain a refund of the \$1,000.00 contribution.

Please send the refund to:

ACPAC – ACA International Political Action Committee
4040 West 70th Street
Minneapolis, MN 55435

ACPAC deeply regrets this error, Ms. O'Brien, and appreciates your cooperation in this matter. A copy of this communication will be provided to the Federal Election Commission. If you have any questions regarding this request, please contact me at (952) 926-6547.

Sincerely,

Roseanne M. Anderson, Treasurer
ACPAC – ACA International Political Action Committee

ACA International's Political Action Committee

A copy of our report is filed with the Federal Election Commission and is available for purchase from the FEC Washington, DC office.

**U.S. Postal Service
CERTIFIED MAIL RECEIPT
(Domestic Mail Only) No Insurance Coverage Provided**

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|  POSTAGE PAID | 5246 8183 0000 0000 0000 0360 0360 0360 2003 2003 2003 |
| Priority Certified Free | |
| Return Receipt Free Postage & Delivery Free (Endorsement Required) | |
| Take Package & Free | |
| \$ | |
| Postmaster Notified | |
| Send to: <i>City Hall, 10th & July Avenue, Street, Apt. No. 100, Box 2004 or P.O. Box No. 100, Box 2004 CITY, STATE, ZIP CODE</i> <i>Final Count, OH 45834</i> | |

Minneapolis, MN 55499-4996



ACPA
ACA International
P.O. Box 390106



Front Side

Ms. Jody O'Brien, Treasurer
Oxley for Congress
P.O. Box 2004
Findlay, OH 45839

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the multiplexes or on the front if space permits.

1. Article Addressed To:

Ms. Jody O'Brien
Treasurer
Oxley for Congress
P.O. Box 2004
Findlay, OH 45839

COMPLETE THIS SECTION ON DELIVERY

A. Received by Reader Print Clearly | B. Date of Delivery

C. Signature

X

D. Is delivery address different than item 1? Yes
If Yes, enter delivery address below: No

Back
Side

3. Sender Type

- Certified Mail Registered Mail
 Registered Return Receipt for Merchandise
 Insured Mail C.O.D.
 Restricted Delivery (Extra Fee) Yes

2. Article Number
(Transfer from service label) **7001 0360 0000 8183 5246**

Domestic Return Receipt

10554267-15-1424

PS Form 3811, March 2001

Federal Election Commission

**ENVELOPE REPLACEMENT PAGE
FOR INCOMING DOCUMENTS**

The Commission has added this page to the end of this filing to indicate how it was received.

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|---|---------------------------------------|
| <input checked="" type="checkbox"/> Hand Delivered | Date of Receipt 5/8/03 |
| <input type="checkbox"/> First Class Mail | POSTMARKED |
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| <input type="checkbox"/> No Postmark | |
| <input type="checkbox"/> Postmark Illegible | |
| <input type="checkbox"/> Received from the House Office of Records and Registration | Date of Receipt |
| <input type="checkbox"/> Received from the Senate Office of Public Records | Date of Receipt |
| <input type="checkbox"/> Other (Specify): Ja | Postmarked and/or Date of Receipt |
| <input type="checkbox"/> Electronic Filing | |
| PREPARED | DATE PREPARED 5/8/03 |